



Minutes NV COMMUNICATIONS STEERING COMMITTEE

DATE	April 6, 2004
TIME	1:15 pm – 3:00 pm
LOCATION	1263 South Stewart (NDOT) – Carson City 123 E. Washington St (NDOT) – Las Vegas
RECORDER	Maggie Thorne

ATTENDANCE

Carson City Members	Present	Las Vegas Members	Present
Terry Savage, Chair, Dept of Information Technology	✓	Anthony DeMeo, Nye County	✓
Robert Chisel, Dept of Transportation	✓	Dennis Cobb, LV Metro Police Dept	✓
Neil Harris, Elko County Sheriff's Office	✓	Bob Lossle, FBI	
Heidi Sakelarios, NV Health Division	✓	James Spinello, Clark County	✓
Freeman Johnson, Dept of Conservation & Natural Resources		Jack Staley, LV Valley Water District	✓
Dave Hosmer Dept of Public Safety	✓	Ronda Hornbeck, Lincoln County	✓
Dan Newell, City of Yerington	✓		
Ralph Jaeck, City of Reno	✓		
Chris Lake, NV Hospital Association	✓		
Dan Holler, Douglas County	✓		

Staff

Name	Present	Name	Present
Mark Blomstrom, Dept of Information Technology	✓	Glade Myler, Attorney General's Office	✓
Maggie Thorne, Dept of Information Technology	✓	Dave McTeer Dept of Administration	
Jim Wilson, Clark County/SNACC			

I. CALL TO ORDER

Terry Savage called the meeting to order at 1:30 pm.

The following adjustments to the agenda were made :

- Under Item III, Change RFP Subcommittee to RFP Status
- Under Item III, Change Draft Near Term Interoperability Plan to Discuss and Approve Plan
- Under Item III, Delete Procurements prior to Plan Completion
- Delete Item IV.
- Under Item V, Delete E911 Survey and Status Report for April 1

II ROLL CALL/MINUTES

The roll call was conducted by Maggie Thorne. Present: 14 members, 0 alternates
Absent: 2

A MOTION WAS MADE BY DAVE HOSMER AND SECONDED BY DAN NEWELL TO APPROVE THE MINUTES FROM THE MARCH 2, 2004 MEETING AS WRITTEN. MOTION CARRIED.

III. COMMUNICATIONS INTEROPERABILITY PLAN

RFP Status: Mark Blomstrom provided an update on the RFP status by renaming it to a RFS (Request for Service). He said the RFS is out on the street and he thanked Robert Chisel, Dennis Cobb, Ronda Hornbeck and Jim Wilson for their hard work on that. He mentioned that Nancy Jolly, the contract administrator was present in the room today. Mark briefly mentioned that we should have (RFS) responses back by the 20th of April and we expect to be awarding, barring any complication, somewhere around the 30th of this month. Dan Newell asked Mark Blomstrom to summarize what the RFS is for. To summarize, Mark said there are 3 major items that are contained within the RFS that we are looking for the consultant to do :

1. Collection of data of all first responders in Nevada to identify their interoperability priorities area and the information will be put into a database.
2. Work with NCSC to create a draft long term plan which takes what the committee has developed thus far and reflects the detail of needed interoperability and prioritization of that.
3. Update the State of Nevada's Emergency Operation Plan for Communication. The State has an EO Plan but it needs to be updated.

Chris Lake asked if private responders within the State are being included. Mark said non-profit first responders were identified too. All requirements will be refined by the Consultant once on board – nothing is set in concrete thus far. Chris asked if we were using the definition for first responders that the President released or were we using something else. Mark suggested that that (the definition) was for discussion and determination by this group. TERRY REQUESTED THAT THE DEFINITION SOUNDED LIKE A GOOD TOPIC FOR NEXT MONTH'S AGENDA AND DIRECTED MAGGIE TO ADD THAT. Mark concluded that a final draft plan should be done in mid-September in order to present it to the Homeland Security Commission in October. Terry asked if this (The RFS) was a fixed price or time & materials? Mark said fixed price. Mark also noted that the State of Nevada does not have a 700 MHz Plan in place, but we are required to submit one to the FCC, and to his knowledge no other state has submitted a plan that has been approved either. We need a good methodology and approximate timeline by which we could get this done. That is what we are asking the consultant to do, to describe a methodology, a process and a timeline to do that, not to actually pack the frequencies and perform the plan. We are coordinating with the Region 27 group to get this accomplished.

Communications Interoperability Strategic Plan

It was noted that the Homeland Security Commission has adopted in concept the short-term plan. Terry distributed a proposed paragraph to be included in the plan to the members. Jack Staley mentioned that the agenda did not reflect that this plan was going to be discussed and adopted and the members in the South were not prepared. Glade said it (the decision) would have to wait to next month. A member in the South asked

what the procedure was for voting – is it one vote for every member present or how does that work? Terry said the default is the majority of the full members of the committee, we had talked about alternative methods, which had promised, but we haven't gone down that path and my intent was if we had approval by the majority than we would go ahead with it. It was agreed they would discuss the plan and then at the next meeting would approve.

Discussion was held on the addition Terry distributed for inclusion which said if you have connectivity today you will still have it after the change. The group discussed this and agreed that no one would be left behind, however minor changes were suggested such as to include no unfunded mandates or a cut out clause. Much discussion was held on this issue and although it was agreed satisfying everyone's needs was a difficult effort to include into the plan, it was agreed that if anyone wanted to make a change to the plan (once it was adopted), they would have to submit it to the Commission for approval. That way it would keep the plan alive. Discussion was held on losing the 150 completely (if it was sold and gone) there would be a gap there and the bridging of that is the issue. Terry asked Dan Holler to come up with some draft words on how to bridge that gap. Terry said the whole concept was if it currently exists its not going to be taken away – that was the issue. Terry also said what he is hearing being proposed is that the State is going to have a Core 700/800 MHz system and that we are going to work around the fact that there are various jurisdictions that are not going to be on that system directly and we still need to talk to them. (Agreed) The emphasis we need to focus on is the links between the system rather than leaving anyone off.

Dick Mirgon (public attendee) said he hasn't heard any discussion on how NDOT can create an environment where locals can buy, operate or lease the existing VHS system. It would be nice if we had some help trying to transition that instead of saying we are just going to surplus it out of the State. Robert Chisel replied that we have to follow certain laws of the State with regards to surplus equipment and we are going to follow those rules and regulations. No commitments have been made to sell the surplus equipment at this time but we should have a plan by the end of the year.

Dan Holler said there was a letter drafted on surplus that we could send to everyone (Terry agreed that was a good idea). Robert Chisel said he spoke with LCB last week and they wanted us to sell it at reasonable cost, not to give things away. Robert added that this issue is beyond this Committee.

Ralph Jaeck added on connectivity that the white paper (prepared by EADS Telecom North America and distributed to the Committee) has language in it to give everyone reassurance that it will work. Ralph asked Susan Harris to speak on the white paper. Susan said she would defer to Rich Sheldrew but indicated the white paper does present the actual technology that will allow the connectivity that you have been debating for an hour and a half. Rich Sheldrew pointed the members to Section 4 (page 9) which talks about what is being proposed at a national level which is identical to the what the draft plan that's been submitted attempts to go ahead and resolve – it connects networks together. Rich stated, no one is going to be on the same radio system, people in the state aren't going to agree to work together in most cases, they haven't in the past, however the interoperability issue is going to remain therefore we have to connect the systems together in order to achieve interoperability. This white paper defines the various levels that can occur that Dennis Cobb was talking about earlier. What the draft plan that has been submitted addresses is essentially gateways to connect the disparate frequency bands together, such as 150 to 800. Terry concluded that our intent is to go

forward with a Core System and to make sure the connectivity to the other networks is available for the interoperability that is needed.

Terry asked the members to go through the document and address anything that was wrong or seriously omitted. Dan Holler asked if we need to reference a standard. Rich Sheldrew said what they are trying to recommend is not to define the standards, just look at the I/P connectivity.

Dan Newell said he didn't see anything on EMS MedNet in the plan and wanted to know if they are included. Mark Blomstrom said the answer was yes and stated that the maps are just pictorials and they are not completely exhaustive, in some places they are not correct. For example we also have not specifically included NDF that was pointed out at the last meeting. These are diagramatics to get the point across and we are going to develop that exhausted list as you said which is the next step, bringing in the consultant and doing that detailed work.

A question was asked what the difference was between level 4 and level 5 ? Maggie Thorne provided a copy of the Public Safety's Wireless Network standard showing the 6 interoperability levels that was discussed at the last meeting. Mark said he would provide a copy of that to NCSC electronically and would incorporate that into the plan. Terry said that was a good idea.

Dan Holler asked about white fire 1-2-3 and stuff, are they mutually 8 channels that have moved over into the system? We use them now, is that all in place? Robert Chisel said that brings up the question of where is the status of our emergency 8 channels and how are they licensed and I was hoping that someone from DEM was going to be here but they are not. Rich Sheldrew said that their are 9 state channels licensed by the State as part of the 1987 legislature. Those channels were made compatible with California and Oregon – there are three fire channels, one ICS channel, two law enforcement channels, and a search and rescue channel that were implemented statewide. Robert Chisel added it was the responsibility of Emergency Management to license and maintain those channels and that's a question we are asking. Richard suggested that perhaps Rob Whipple or Dennis Cobb might give a talk of what they have done with the mutual 8 systems in Clark County, how you tied the various communities and frequency bands together. Terry asked that this be put on the agenda for next month. Also asked DEM to be present. Dick Mirgon commented that those frequencies did expire in the early 90's, for whatever reason DEM failed to renew those licenses, either because they didn't know what they were or two, because Rich Sheldrew had licensed them and had his name on it and the renewals were sent to him. Robert Chisel asked that Dick Mirgon STOP and discontinue any more discussion (allegations). Terry declared the discussion to be OUT OF ORDER and that the issue (frequency discussion and DEM) to be on the agenda for the next meeting.

Dan Holler liked the idea of radio cache being put together. That's good. Dan asked about the 700 MHz system. Dennis Cobb offered to brief the Committee on the 700 MHz design of Metro once they have everything speeded out.

Terry suggested that Dan Holler speak with Neil Harris and Freeman Johnson on the 150 issue and come up with some suggestions.

IV. STATUS REPORT FROM THE TECHNICAL WORK GROUP

In the absence of the Jim Wilson, no report was given.

V. HOMELAND SECURITY COMMISSION UPDATE

Terry asked Jack Staley if he had any comments to add on the meeting of HSC. Jack said no but said something came up at the meeting and had a question. Is there verbatim minutes published on this subcommittee? Maggie Thorne indicated that the minutes are not verbatim, only a summary of the discussion and action items, but the meetings are recorded and the tapes are kept and copies can be made available to anyone. The summary minutes are published on the web and provided to committee members.

VI. MEMBER UPDATES AND COORDINATION

The report from Rich Sheldrew on the Nevada Shared Radio Systems was postponed to the next meeting of NCSC.

VII. GRANT UPDATES

Mark Blomstrom mentioned that we are currently in a grant application cycle. DEM has made the announcement and they are accepting applications for FY04 ODP Grant Funds. The State of Nevada has approximately 26.4 million on a 80/20 split between local and state. The timing is that draft submissions must be into DEM by April 12 and the final submission by the 23 of April. Grants will be presented to the finance committee of the HSC on the 11th and 12th of May and then there will be a meeting on the 13th of the entire HSC. DEM will make the announcement on the award of grants sometime at the end of May. Mark indicated the grant application package is available through DEM.

VIII. LEGISLATIVE AND LEGAL UPDATE

Terry Savage mentioned that the Interim Finance Committee (IFC) on Thursday (April 8) and that he felt a sick day coming on, but would see how that actual goes.

IX. TRANSITION PATH POSSIBILITIES AND SOFTWARE DEFINED RADIOS

Terry Savage deferred this item to the next meeting.

X. PUBLIC COMMENT

Since we talked about the interoperability definition, as we get the chance, how do you feel about us proposing to the HSC that they formalize this as a standard for discussions in the State. Terry Savage agreed that was a great idea.

XI. ADJOURNMENT

With no further business to discuss, the meeting was adjourned at 3:15 PM

Future Meeting: May 4, 2004

Minutes are posted on the website at: <http://ncsc.nv.gov/>

Questions Call: 775-684-5859 or email maggiet@doit.state.nv.us

Draft minutes submitted by Maggie Thorne, 04/08/04

APPROVED: _____ DATE: _____